



DEPARTMENT OF THE NAVY
COMMANDER NAVAL RESERVE FORCES COMMAND
4400 DAUPHINE STREET
NEW ORLEANS, LOUISIANA 70146-5100

COMNAVRESFORCOMINST 1650.2
N00D

10 JUN 04

COMNAVRESFORCOM INSTRUCTION 1650.2

Subj: RADM WILLIAM J. H. VAUGHN MEMORIAL AWARDS

Encl: (1) Outstanding Naval Reserve Dental Technician/Officer
Nomination Format
(2) Outstanding Naval Reserve Dental Unit Nomination
Format

1. Purpose. To implement the RADM William J. H. Vaughn Memorial Awards recognizing outstanding performance by Naval Reserve (NR) Dental Technicians, Officers, and Units in support of Navy and Marine Corps Active and Reserve components.

2. Cancellation. Commander, Naval Reserve Force has authorized the cancellation of COMNAVRESFORINST 1650.5C

3. Background. The annual RADM William J. H. Vaughn Memorial Awards were established to recognize NR Dental Technicians, Officers, and Units who best emulate RADM Vaughn's professionalism and dedication to the NR Dental community.

4. Eligibility. NR Dental Technicians E6 and below, and NR Dental Officers O5 and below are eligible to be nominated provided individuals were not award recipients within the preceding 2 years. NR Dental Units are eligible provided units were not award recipients within the preceding 3 years.

5. Procedures

a. Using the formats in enclosures (1) and (2), submit nominations, via the nominee's chain of command, to COMNAVRESFORCOM (N00D). Packages are due 15 September of each year. Nominations not properly endorsed and/or received after the due date will not be considered.

b. COMNAVRESFORCOM (N00D) will appoint a board consisting of a senior Dental Technician and two senior Dental Officers. The senior person will be the chairman. The board will select one recipient from each category and submit their recommendations to COMNAVRESFORCOM (N00D) for approval.

6. Awards

a. The Outstanding NR Dental Officer and Technician will receive COMNAVRESFORCOM Letter of Commendation.

b. Personnel assigned to the Outstanding NR Dental Unit, identified in the nomination package, will each receive a Letter of Commendation signed by the Force Dental Officer.

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7. Reports. The reporting requirement contained within has been assigned control symbol COMNAVRESFOR 1650-4. This requirement has been approved for 3 years from the date of this directive.


W. S. BEYER
Chief of Staff

Distribution: SNDL

A3 (N095), FH1, 26B3, 42RR, FR3, FR4,
FR5, FR8, FR9, FR10, FR11, FR11, FR12,
FR14, FR16, FR18, FR20, 39T, 42B3, 42J3,
42P3, 42Q3, 42U3, 42W1, 42X1, 42BB3,
42CC3, 42DD3, 42GG3, 42XX, 24J4

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b. Civic achievement:

(1) Civilian place of employment, position, and total time employed (expressed in months):

(2) Duties and responsibilities:

(3) Civic activities/involvement. (Any activity listed must be on record or otherwise verifiable).

(4) Professional development completed during nomination period (i.e., correspondence courses, schools, etc.):

c. Commanding Officer's/Officer in Charge's Comments:

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Ser NXX/

From:

To: Commander, Naval Reserve Forces Command (N00D)

Via: (1) Appropriate Naval Reserve Center

(2) Appropriate Naval Reserve Readiness Command

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Ref: (a) COMNAVRESFORCOMINST 1650.2

- Encl: (1) Personal Award Recommendation (OPNAV 1650/3)
(2) Copy of military awards/commendations received during nomination period
(3) Copy of civilian awards/commendations received during nomination period
(4) Copy of any other documents which support nomination
(5) 5"X7" black and white military photograph
(6) Copy of current Naval Reserve Qualification Questionnaire for Inactive Duty Personnel (NRPC 1200/1) *For officer nominations only*

1. Per reference (a), _____ is nominated as the RADM William J. H. Vaughn Outstanding Naval Reserve Dental Officer/Technician. Enclosures (1) through (6) and the information below are submitted in support of the nomination.

a. Military Dentistry Achievement:

(1) Unit and billet assigned, and total time in unit (expressed in months):

(2) Primary duties and responsibilities:

(3) Collateral duties:

(4) Performance:

(5) Leadership:

(6) Military bearing (include results of most recent Physical Fitness Assessment):

(7) Number of regular and additional drills attended during nomination period:

(8) Annual Training, Active Duty for Training, and Inactive Duty Training Travel periods completed during nomination period. Include dates, location and whether training periods were in a pay or nonpay status.

(9) Naval professional development completed during nomination period (i.e., correspondence courses, schools, special qualifications attained, etc.):

Enclosure (1)

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From:
To: Commander, Naval Reserve Forces Command (N00D)
Via: (1) Appropriate Naval Reserve Center
(2) Appropriate Naval Reserve Readiness Command
Subj: RADM WILLIAM J. H. VAUGHN MEMORIAL AWARD NOMINATION

Ref: (a) COMNAVRESFORCOMINST 1650.2

Encl: (1) Copy of unit awards/commendations received during nomination period
(2) Copy of any other documents which support nomination
(3) List of personnel assigned during nomination period

1. Per reference (a), _____ is nominated as the RADM William J. H. Vaughn Outstanding Naval Reserve Dental Unit. Enclosures (1) through (3) and the information below are submitted in support the nomination.

a. Location of unit:

b. Mobilization site:

c. Manning:

(1) Officers: _____ authorized, _____ onboard

(2) Enlisted: _____ authorized, _____ onboard

d. Retention percentage:

(1) Officers: _____

(2) Enlisted: _____

e. Recruiting goal achieved. Must be documented and verifiable.

(1) Officers: _____

(2) Enlisted: _____

f. Number of regular and additional drills attended during nomination period:

(1) Officers: _____ regular, _____ additional

(2) Enlisted: _____ regular, _____ additional

g. Unit readiness percentages:

Enclosure (2)

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h. Unit's operational dental support. Must be documented and verifiable.

i. Annual Training, Active Duty for Training, and Inactive Duty Training Travel periods completed during nomination period. Include dates, location and whether training periods were in a pay or nonpay status. Include unit versus individual training periods.

j. Naval Reserve Center's evaluation/inspection results:

k. Effectiveness of unit during semiannual notification and/or mobilization exercise, include date conducted.

l. Detail any other unit accomplishment to be considered. Do not include awards/recognition received by individuals. Emphasize on *unit* accomplishments and effectiveness. Must be documented or otherwise verifiable.